

**Augsburg College
Staff Senate**

Wednesday, October 23, 2013

Noon-1:30pm

Marshall Room

Present: Mark Chamberlain, Mark Cotton, Jill Davenport, Michael Grewe, Sara Schlipp-Riedel

Not Present: Keith Bateman, Joanne Reeck-Irby

Excused: Tracy Christianson

Guests: Lynn Ellingson, Brian Noy

Items in bold are action items.

1. Approval of Minutes
 - a. The minutes from October 9, 2013 were approved.
2. Governance Updates
 - a. Leadership Council
 - i. AgileGrad has been setup so that advisors, faculty, and staff can better track and communicate with students regarding missed work, failing classes, holds, etc.
 - ii. Amy Gort discussed research-based decision-making. We have a number of task forces and committees that look to make internal or external changes around how we do work; Amy talked about how much has actually been changed, and how is that change actually been communicated? Discussed how we can think about removing roadblocks that are barriers to change.
3. Committee Updates
 - a. IT
 - i. It is not a committee that has Staff Senate representation as a list of their membership requirements. They do not want to alter the makeup of their committee at this time.
 - b. Safety
 - i. Sara can follow up on this committee in Tracy's absence.
 - c. Diversity and Inclusion
 - i. Nothing to report.
 - d. Budget and Finance
 - i. Nothing to report.
 - e. President's Meeting
 - i. Shared Governance Task Force: They are having some challenge with faculty representation.
 - ii. President Pribbenow wants to get on the Staff Senate calendar. **Jill is working to make this happen.**
4. Bylaws
 - a. Discussion on the Bylaws has been postponed until November 13 as we do not have all Staff Senators present.
5. Budget
 - a. We are forecast to be \$1,455.92 overbudget in the 2013-2014 academic year.

- b. It was approved by unanimous consent to cut the Spring Social food budget by \$1,000 and the Staff Recognition food budget by \$500.
- 6. Documentation
 - a. We are placing items both on the website and in the public folder.
- 7. Fall Walk-Around Updates
 - a. Tom Morgan is interested in having conversations about vocation with new staff as they enter the Augsburg community.
- 8. Future Open Forums
 - a. Possible speakers include:
 - i. William Mullen on maintaining intentionality around admissions process. **Sara will reach out to him for January.**
 - ii. Jesse Cashman on campus safety. **Jill will reach out to him for March.**
 - iii. Rebecca John on the changes to WEC program.
 - iv. The new Director of Admissions on changes to the admissions department.
 - v. Karen Kaivola is speaking in February.
 - b. We are going to skip Open Forum in November since it would have been the day before Thanksgiving.
- 9. Future Events Confirmations
 - a. Staff Appreciation Awards are Tuesday, March 11 from 2:30 – 4:30 p.m. in East Commons.
 - b. Spring Social is Thursday, May 8 from 3:00 – 5:00 p.m. in the Quad.
- 10. Open Forum: Campus Cupboards
 - a. The “grand opening” was last week. Located in Foss Center.
 - b. Students, staff, and faculty are welcome to donate non-perishable food items and toiletries for students in name. Clothes can also be donated.
 - c. Student volunteers staff the food shelf; students do not need to show proof or fill out paperwork.
- 11. Next Meeting
 - a. Our next meeting is **Wednesday, November 13** from **12:00pm-1:30pm** in **Marshall Room**.